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Approved:

By Town Clerk's Office at 10:13 am, Mar 28, 2023

# TOWN OF BURLINGTON

## Meeting Minutes

**DEPT./BOARD:** Burlington Select Board  
**DATE:** Monday, February 13, 2023 Regular Session  
**TIME:** 5:00 p.m.  
**PLACE:** Burlington Town Hall, 29 Center Street Main Meeting Room, 2nd Floor/  
and Cisco Webex On-Line Meeting

### MINUTES

**Members Present:** Nicholas Priest, Chairman; Michael Runyan, Vice-Chairman; Joseph Morandi; James Tigges; Michael Espejo

**Staff Member Present:** Paul Sagarino, Jr., Town Administrator; John Danizio, Assistant Town Administrator, Amy Warfield, Town Clerk, Chief Tom Browne, Assistant Chief Kirchner, Chief Andy Connerty, John Keeley, Conservation Administrator

Chairman Priest called the Burlington Select Board meeting to order followed by the Pledge of Allegiance.

**033 Citizen's Time –none**

**034 Appointment: Police - Patrol**

Chief Browne presented Brett Encarnacao for the position of Patrolman, Paul accepted and requested the Board waive the 15 day waiting period

**Motion:** Member Tigges moved to appoint. Seconded by Member Morandi and approved. (5-0-0)

**035 Appointments: Fire – Civilian Dispatchers/Firefighter Paramedics**

Chief Connerty presented all four candidates for appointment, Paul accepted and requested the Board waive the 15 day waiting period

**Motion:** Member Morandi moved to appoint. Seconded by Member Espejo and approved. (5-0-0)

**Motion:** Member Morandi moved to appoint. Seconded by Member Tigges and approved. (5-0-0)

**Motion:** Member Runyan moved to appoint. Seconded by Member Morandi and approved. (5-0-0)

**Motion:** Member Runyan moved to appoint. Seconded by Member Morandi and approved. (5-0-0)

**036 Appointment: Conservation Commission**

SELECT BOARD:

NICHOLAS PRIEST, CHAIRMAN ♦ MICHAEL RUNYAN, VICE-CHAIRMAN ♦ JAMES TIGGES ♦ MICHAEL ESPEJO ♦ JOSEPH MORANDI

John Keeley recommended Emily Kotwal for the vacant position, Paul recommended her and requested the Board waive the 15 day waiting period.

**Motion:** Member Tigges moved to appoint. Seconded by Member Morandi and approved. 5-0-0)

**037 Approval: Warrant Annual Town Election**

As always Amy needs the board to sign off on her process for the Annual Town Election, as soon as ballots are received early voting will begin in her office and vote by mail

**Motion:** Member Tigges moved to approve. Seconded by Member Espejo and approved. 5-0-0)

**038 Approval: Class II Auto License – online only  
NDG Motorcars LLC & Burlington Truck LLC**

With some opposition the two Class II licenses passed no cars are allowed at either site online sales only

**Motion:** Member Tigges moved to approve Seconded by Member Espejo and approved. (4-1-0)

**Motion:** Member Espejo moved to approve. Seconded by Member Tigges and approved. (4-1-0)

**039 Approval: Disability Access Committee – Funds – Therapeutic Recreation Programs**

DAC requested transfer of 13,000 for Therapeutic Recreation programs

**Motion:** Member Espejo moved to approve. Seconded by Member Morandi and approved. (5-0-0)

**040 Public Hearing: Alcohol Policy – Draft**

The new proposed policy is significantly longer and more detailed the board wanted more time to look through

**Motion:** Member Espejo moved to accept as written. Seconded by Member Tigges and approved. (5-0-0)

**Motion:** Member Tigges moved to continue. Seconded by Member Espejo and approved. (4-1-0)

**041 Discussion: Future Plans for DEI**

See the 2 pages report submitted by the former DEI committee several items in this report were referenced during the discussion on how and what plans the Board has to continue with DEI in Town. The Board wants to continue with discussion amongst themselves to decide the best process in moving forward, it is a difficult topic. Third Party training and bring other Boards and committees together to help as we navigate forward were some of the ideas.

**042 Approval: High School Entrance Road naming  
Proposal to rename High School Entrance Road to “Dottie Way”**

Joe spoke about longtime resident and bus driver icon and request the board vote to support him in asking the school committee to name the entrance way after Dottie Yeadon the board whole heartly supported.

**Motion:** Member Espejo moved to approve. Seconded by Member Morandi and approved. (5-0-0)

**043 Approval: Minutes: Regular – 12.12.2022,1.9.2023,1.23.2023  
Strategic Planning 1.12.2023**

Minutes were reviewed and ok'd

**Motion:** Member Tigges moved to approve Seconded by Member Espejo and approved. (4-0-0)

**044 Subcommittee Reports – Jim** Wanted to commend the Fire Department and all their hard work in January alone they handled 401 Service calls, 246 EMS calls not related to car accidents, 19 car accidents and 2022 was a record year for calls **Mike R** Even though July 4<sup>th</sup> sounds far away it will be here wefore we know it and a lot of planning goes into the parade if anyone is interested in being part of the Parade this year please reach out **Joe** Just wanted to take a minute and offer condolences to the Hovasse family Dick passed away he was a great guy retired Police and will be missed by many **Mike E** Just a reminder Community Forum about the Mall Road is Wednesday night please join it will be held by Webex

**045 Chairman's Report** Town Election is April 1<sup>st</sup>, Town Anniversary is approaching so we will start talking about that more and what plans we have to celebrate, and as always if you have any time please reach out to volunteer for a committee

**046 Town Administrator's Report Paul – nothing to report**

**Adjourn: Motion:** Member Morandi moved to adjourn 7:28 p.m. Seconded by Member Tigges and approved. (5-0-0)

Submitted by,

Lyn Mills, Recording Secretary